

DEPT. OF
TRANSPORTATION
PERSONNEL
STAFF

JUN 4 3 38 PM '82

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
HONOLULU, HAWAII

May 28, 1982

MEMORANDUM 1982-15

TO: Heads of Departments and Agencies
Attention: Payroll/Personnel Sections

FROM: Hideo Murakami, Comptroller

SUBJECT: Change in Method of Reporting Certain Differential
Payments on the Payroll Change Schedules

The Department of Personnel Services has requested that the following types of differential pay: compression differential, related differential, shortage differential, and temporary differential, be shown separately, and individually, from the base pay on the "Employee's Earnings, Deductions, and Leave Statement", effective with the pay period ending June 15, 1982.

Although the payroll system could not be modified as requested, the system has been modified so that an employee's "pure" base pay (without any differentials included) will be shown separately, and all of the differentials mentioned above will be shown as one amount and identified with "DIF-PAY" as the "Type" description on the "Employee's Earnings, Deductions, and Leave Statement".

In order to successfully implement the modification, your cooperation in complying with the following instructions is requested:

1. Effective with the pay period ending June 15, 1982, use type pay code "Y" to identify any of the aforementioned types of differential pay.
2. If reported on the "Regular Payroll Change Schedule", code "Y" must precede the amount reported in the "Gross Amount" column.

3. If reported on the "Hourly Payroll Change Schedule", code "Y" must be entered in the "Code" column, under the column entitled "Wages in Kind", and the related time units and hourly rate of pay entered on the same line in the "Amount" column, under the titles "Wages in Kind" and the "Cost of Living or Hrly. Rate" respectively.
4. "Y" type payments, once reported on the "Regular Payroll Change Schedule", will appear on the related "Turnaround Regular Payroll Change Schedule" and will continue to be paid unless otherwise adjusted or deleted, as appropriate.

For your information, "Y" type pay code, as presently described in Volume III of the State of Hawaii Accounting Manual, is assigned to report sick pay on the Workers' Compensation Change Schedule. This assignment of the "Y" code is hereby no longer in effect.

If there are any questions, please contact DAGS
Central Payroll at 548-3167.


HIDEO MURAKAMI
Comptroller